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September 28, 2001

To: Supervisor Michael D. Antonovich, Mayor
Supervisor Gloria Molina
Supervisor Yvonne Brathwaite Burke
Supervisor Zev Yaroslavsky
Supervisor Don Knabe

From: David E. Janssen
Chief Administrative Officer

STATUS REPORT ON THE SERVICE INTEGRATION BRANCH

This is the fourth quarter status report on the operations of the Service Integration Branch (SIB) and the Policy Roundtable for Child Care. As you know, your Board approved the creation of the Service Integration Branch within the Chief Administrative Office (CAO) to phase-in staffing resources; to support and coordinate collaborative policy development initiatives; to assist County departments integrate services delivery systems; and to help provide children and families with needed information.

Significant actions completed this quarter include the following:

- **Service Integration Action Plan:** Performance measures have been developed for this initiative and New Directions Task Force has approved moving forward with developing an implementation plan.
- **County Strategic Plan Goal 5 “Children and Families’ Well-Being”:** The implementation plan for restructuring the Children’s Budget to provide a program performance budget has been completed and I have approved moving forward with implementation. This budget format will link program performance measures with budget allocations, actual expenditures, and funding sources. The Children’s Budget information will also provide an analysis of the efficiency and effectiveness of individual programs and the collective cross-agency contributions toward improving outcomes.
- **Long-Term Family Self-Sufficiency Plan Evaluation:** In accordance with the Evaluation Design, the LTFSS Evaluation Workgroup approved the Indicators, Data Sources, and Geographical Units of Analysis report prepared by RAND for the Countywide Evaluation, as well as its Executive Summary prepared by SIB.



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- **Child Care:** The Roundtable held a retreat and its members examined how they can impact the supply, quality, and affordability of child care services in Los Angeles County. Five (5) priority areas were identified, with an emphasis on County actions related to child care supply, quality, and affordability.
- **Child Health and Education Passport:** The Governor signed AB 427 which supports Los Angeles County's pursuit of an Internet-based health and education system for children in foster care. Los Angeles County is named as the only pilot County for the Project. A private law firm contracted by County Counsel has drafted the sample Agreement. Submittal of the APD, RFP, and sample Agreement to the State is on target.
- **Out-of-Home Placement Monitoring Coordination:** An analysis has been made of current assessment instruments used independently by several agencies which monitor foster care homes. A process is under development to coordinate the sharing of monitoring results among the agencies.
- **Emergency Management Information System (EMIS):** EMIS staff provided support for the Attack on America emergency, which included 200 EMIS users and 100 users on site.
- **Web Page/Newsletter:** The SIB Web site began operation on August 23, 2001 together with the CAO Web site.

Other ongoing activities of the Branch continue to include developing Countywide Geographic Information System (GIS) capacity; assisting departments increase their revenue recovery; and supporting collaborative initiatives. Attached is a more detailed status report matrix on each of the initiatives being supported by the SIB.

Focus areas for the next quarter include continued implementation of Strategic Plan Goal 5 and the Service Integration Action Plan; reviewing the Passport RFP, sample agreement, and APD with the State to secure approval; assessing the achievement of staff goals and setting new goals; and meeting deliverables associated with implemented project plans.

If you have any questions or need additional information, please contact me or your staff may contact Walt Kelly at (213) 974-1692.

DEJ:WJK:ASD

Attachment

c: New Directions Task Force Chair
 Interagency Operations Group
 Interagency Children's Services Consortium
 Children's Planning Council

CAO Service Integration Branch

STATUS REPORT

Strategic Planning Issues:

ID	PROJECT	STATUS
1	<p>SERVICE INTEGRATION PLAN: On 09/20/00 and 09/21/00, SIB held a two-day Service Integration Forum. Participants included representatives from collaboratives, departments, public agencies, and community organizations. During the Forum, participants identified a number of action priorities for making the County's service delivery system more family-focused, culturally-competent, accessible, responsive, and accountable for outcomes for children and families.</p> <p>At the conclusion of the Forum, participants created an ad hoc workgroup to draft an Action Plan for achieving immediate and substantial progress toward an integrated service delivery system. On 12/7/00, the draft Action Plan was presented to Forum participants who gave input to the Plan and unanimously agreed to submit the Plan to the feedback loops and approval process recommended by the ad hoc workgroup. The Action Plan focuses on six areas: 1) Access to Services, 2) Customer Service and Satisfaction, 3) Multi-Agency Service Delivery, 4) Data Sharing, 5) Funding for Services, and 6) Pursuing Long-Term Success.</p>	<p>Performance measures for the SIB were developed and the New Directions approved moving forward with our plan</p> <p>Each of the 6 workgroups has completed the Service Integration Action Plan. The development of research materials and recommendations to New Directions were developed collectively by the workgroups. These include information gained from community surveys, interviews of management, and lessons learned.</p> <p>Monthly status reports are being developed by each of the Service Integration Action Plan workgroups.</p> <p>Nuñez/Gallen-Hanover</p>
2	<p>11/16/99 BOARD MOTION: Chief Administrative Officer instructed, with the participation of the Los Angeles County Children's Planning Council, to include a section in the County's Strategic Plan dedicated to children and families which outlines how the County can better coordinate and integrate services available to this group, with a Plan to include guidelines for those departments which allocate monies to children and families that will measure the given key outcome areas, i.e., Good Health, Economic Well-being, Safety and Survival, Emotional and Social Support, Education/Workforce Readiness, for children and families for all departments. The Working Together for Children workgroup was created to accomplish this mandate from the Board.</p> <ul style="list-style-type: none"> • Identified the mission, mandates, and goals of the four initiatives to be evaluated by the workgroup: Long-Term Family Self-Sufficiency, Proposition 10, Maternal Child Health, and Tobacco Settlement (11/30/00). • Develop guidelines for County departments to measure the five outcome areas. • Develop a section for the County Strategic Plan dedicated to children and families, which identifies how the County can better integrate services for this group. 	<p>The final report was submitted to the Board on 05/30/01. This report included Guidelines for measuring the five outcome areas; a Family Focus Group Report titled "Working Together for Children," which provides insight from families on how these services are delivered to children and families; and recommendations to make them more responsive; and a proposal for four new initiatives in the County—Long-Term Family Self-Sufficiency, Proposition 10, Maternal Child Health, and Tobacco Settlement.</p> <p>PROJECT IS COMPLETED</p> <p>Nuñez/Gallen-Hanover</p>

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ID	PROJECT	STATUS
3	<p>COUNTY STRATEGIC PLAN: SIB is a member of the County Strategic Plan Steering Committee. SIB leads and coordinates implementation of the following goals and objectives outlined in the Strategic Plan.</p> <p>Goal No. 1 Service Excellence: Strategy 2 Design seamless ("One County") Service Delivery System</p> <p>Objective 1. By January 2001, CAO will identify existing services delivered in a seamless fashion.</p> <p>Objective 2. By July 2001, each department will, where appropriate, identify and prioritize services that should be delivered in a seamless fashion, and set implementation targets.</p> <p>Goal No. 3 Organizational Effectiveness: Strategy 3 Collaborate across functional and jurisdictional boundaries</p> <p>Objective 1. By January 2001, catalogue and evaluate existing areas of collaboration.</p> <p>Objective 2. By April 2001, develop structure and systems, and establish criteria, to enhance collaboration Countywide.</p> <p>Objective 3. By July 2001, identify areas of overlap and/or conflict between the mission/functions of County agencies and methods to resolve these issues.</p> <p>Goal No. 5: Children and Families' Well-Being - Improve the well-being of children and families in Los Angeles County as measured by achievements in the five outcome areas adopted by the Board; good health; economic well-being; safety and survival; emotional and social well-being; and education/workforce readiness.</p> <p>Strategy 1: Coordinate, collaborate, and integrate services for children and families across functional and jurisdictional boundaries.</p> <p>Strategy 2: Implement a system to measure progress towards improving the five outcomes for children and families.</p> <p>Strategy 3: Engage individual departments in their planning efforts toward achieving the five outcomes for children and families.</p>	<p>Goals 1 and 3 Developed inventory to tabulate and index data collected from a survey administered to all departments in December 2000.</p> <p>Goal 5:</p> <p>On August 3, CAO issued a memo to all department heads introducing Goal 5 and its action plans. SIB gave a presentation providing further information on Goal 5 at the August Countywide Strategic Plan meeting. Began implementation of Goal 5 action plans.</p> <p>Continued to convene a workgroup comprised of CAO, Children's Planning Council and various health and human service departments to implement the action plan for Goal 5, Strategy 2. The implementation plan for outlining steps for restructuring the Children's Budget to provide a program performance budget has been completed and approved by the CAO. Budget instructions are being developed to reflect the approved implementation plan. A training session is being planned for October 22, 2001 for departmental budget and program representatives and CAO budget staff involved with the Children's Budget.</p> <p>SIB continued to be a part of the Children's Planning Council's Ad Hoc Data Committee to develop the draft set of Countywide indicators to measure progress in achieving the five outcomes for children and families. Indicators to be presented to the IOG in October.</p> <p>Work continued on Goal 5 Strategy 3 in collaboration with the Interagency Operations Group (IOG), to assess departments' strategic plans and determine linkages among the plans and with the County Strategic Plan.</p> <p>Margolis</p>

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4	SCHOOL-BASED MENTAL HEALTH SERVICES CONFERENCE: SIB is a member of a program committee comprised of a coalition of community groups and County departments that is developing a two-day conference on school-based mental health issues. The program committee is planning to include service integration as a focus of the conference.	Provide as-needed assistance in developing the conference theme, content, and invitee list. Margolis
5	ENHANCE HUMAN SERVICES PROGRAM SPACE PLANNING: Work with the CAO's Asset Management and Strategy Unit and health and human service departments: To develop a planning process for the co-location of multi-agency health and human service programs with a particular emphasis on space planning and acquisition. To develop the County's strategic direction for the co-location of multi-agency services, identify ways to overcome the challenges to co-location, and formulate a comprehensive strategy to implement co-located and integrated County programs within communities.	Guidelines, developed by County health and human service departments and the Chief Administrative Office, have been issued to all Interagency Operations Group (IOG) member departments to assist them in successfully acquiring space for new and expanded programs, many of which involve the co-location of staff and programs from multiple departments. An informal bid has been issued to secure consultant services to provide planning, policy and asset development and space management expertise to guide and assist the County in the development of its strategic direction for co-location of services. The workgroup is scheduled to begin the project in December. Margolis
6	LEGISLATIVE ADVOCACY: Develop a legislative advocacy coalition comprised of County agency representation, Office of Child Care, Children's Planning Council (CPC), Los Angeles City Commission on Children, Youth & Families (CCF), and other groups to develop a cohesive, "One County" voice on Federal and State legislative issues related to children and families.	No action taken to date. Margolis

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Countywide Information Management Enterprise Issues:

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1	<p>WEB PAGE/NEWSLETTER: Design, develop, implement, and maintain Internet and Intranet Web sites for SIB to facilitate the access of information and broaden communication channels between SIB, County Collaborative partners, and the community. This project will be implemented in three phases: 1) implementation of static pages for the Internet and Intranet Web sites; 2) acquisition of required Information Technology infrastructure and applications to provide on-line surveys; and 3) development of an application for on-line document exchange/distribution.</p> <p>Phase I - SIB Web Site Static Pages</p> <ul style="list-style-type: none"> • Define project scope – 09/30/00 • Select Web site designer and submit request for service – 11/22/00 • Submit request for required software – 01/30/01 • Finalize SIB Web site content and specification – 03/30/01 • Implement SIB Web site static pages – 04/30/01 • Provide Web technology training for SIB staff 05/31/01 <p>Phase II – SIB On-line Survey's Applications</p> <ul style="list-style-type: none"> • Prepared and submitted Business Automation Plan – 01/25/01 • Develop specifications for on-line surveys application – 04/30/01 • Evaluate and select the required software – 06/15/01 • Submit application for required technology infrastructure funding- 08/30/01 <p>Phase III – SIB On-line Document Exchange and Distribution</p> <ul style="list-style-type: none"> • Finalize on-line document exchange specifications – 07/31/01 	<p>The SIB Web site began operation on August 23, 2001 together with the CAO Web site. The CAO Public Affairs Office has been appointed as the Web Master for Internet Web sites of the department and its divisions. SIB is currently developing and collecting additional information to be posted in the SIB Web site.</p> <p>On June 26, 2001 a draft copy of the Information Technology Infrastructure Investment Fund application was submitted to the CIO for their review. This application included the requirements and specifications for the Branch's on-line survey. CIO recommended that an enterprise on-line survey system should be considered which allow the sharing of system resources to other departments besides CAO. An analysis of an enterprise solution for on-line survey applications will be conducted and system specifications will be developed by the end of November 2001.</p> <p>Aldana/Truong/Woodhouse</p>
2	<p>CHILD HEALTH AND EDUCATION PASSPORT SYSTEM (CHEPS): On 02/20/01, a Board motion, instructed DCFSS, in collaboration with the CIO, Probation, DMH, DHS, and the CAO, to enter into a Memorandum of Understanding for the design and implementation of CHEPS. The Board directed SIB to oversee the development and implementation of CHEPS and to report back every 60 days regarding its progress.</p> <ul style="list-style-type: none"> • Execute MOU by - 03/6/01. • Develop RFP - 04/18/01. • Finalize APD and RFP - 10/05/01 • Receive State and Federal approval of APD and RFP - 01/07/02 • Release RFP and Receive Proposals – 01/23/02 • Select Contractor and Award Contract – 08/21/02 	<p>A revised Implementation Plan was submitted to the Board of Supervisors on 8/21/01. The RFP was revised and was reviewed with departments based on comments received on 06/25/01. A private law firm contracted by County Counsel drafted the sample Agreement. Submittal of the APD, RFP, and sample Agreement to the State on 10/5/01 is on target.</p> <p>The Governor on 7/30/01 signed AB 427, which supports Los Angeles County's pursuit of an Internet-based health and education system for children in foster care. Los Angeles County is named as the only pilot County for the Project.</p> <p>Nuñez</p>

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3	OUT-OF-HOME PLACEMENT MONITORING COORDINATION: Partnership with ICAN, ICSC, A/C, DCFS, and CDSS to develop a systematic process for gathering and sharing real-time information among agencies responsible for monitoring out-of-home placements. <ul style="list-style-type: none"> • Develop a draft action plan and conceptual model of the project. The project was presented to County Audit Committee and the ICAN Policy Committee - 11/27/00. • Convene work group - 04/30/01. • Obtain agreement on the system proposal - 05/15/01. • Develop MOU/Contract among participating agencies - 05/31/01. 	<p>The California Department of Social Services, Community Care Licensing Division, DCFS, and Probation agencies were surveyed regarding their role in the monitoring process, results were presented to the workgroup on 06/6/01. An analysis of the current assessment instruments, information systems was developed and presented to the workgroup on 8/9/01.</p> <p>Three alternative business solutions and a draft MOU were presented to the workgroup on 9/13/01. Currently working to finalize and execute MOU. The target date for the execution of the project agreement is 11/30/01.</p> <p>Aldana/Blacher/Truong</p>
4	EMERGENCY MANAGEMENT INFORMATION SYSTEM: Provide information technology development and maintenance support services to access needed County, city, and State information.	<p>Completed development of an interface between EMIS and DHS Reddinnet System, the module within EMIS to maintain School District information. The interface between EMIS and the State's RIMS System was also completed and used during the EOC activation (9/11/01 to 9/18/01). A new module to maintain Damage Estimate information from within cities was completed.</p> <p>The Sheriff's Department has agreed to host the replicate server in Norwalk, bids have been received and ESRI is the lowest bidder. New printers have been ordered, and SUN equipment has been installed in the computer room.</p> <p>Continued to modify EMIS GIS and TriNet ShakeMap application to allow user to select which incident types to view, and currently processing the latest Los Angeles County ShakeMap information.</p> <p>Provided EMIS support for the Attack on America emergency, which included 200 EMIS users and 100 users on site.</p> <p>Sawyer</p>

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5	GIS DEVELOPMENT: Develop systems for various departments and provide information technology support to the County Emergency Operations Center (EOC), Registrar Recorder, CAO, and other County departments.	Hardware and software have been procured for the first phase of implementation of RouteMap IMS on the Internet Map Server at ISD. Discussions are to be held with the CIO to establish project guidelines and deliverables for the subsequent phases of the project. Also developed a new intersection matching application, and developed a new Zip+4 address reference file and the address-matching application to use it. Zarifian/Fonda-Bonardi
6	THOMAS UPDATING SYSTEM (TUS): A multi-agency (DPW, Registrar of Voters [ROV], Fire, Assessor, USPS) effort to update the Thomas Bros. Street file, ROV PIF/GIFm and USPS Zip+4 to create complete, current, and accurate files for all departments.	Nine tiles out of 109 have finished the first RRCC editing pass, accounting for 12% of the total county parcels; one tile has passed the RRCC Quality Assurance step and has been checked to DPW. The first set of error messages has been sent to DPW, Assessor Mapping, Assessor Parcel, and internal to RRCC staff. RRCC and four by DPW are editing another nine tiles. Fonda-Bonardi
7	LTFSS PROJECT #37: Creation of digital boundaries containing public school enrollment areas. Prepare MOU and develop work plan to complete school attendance areas for all middle school and elementary school in Los Angeles County (MOU target date: 4/27/01).	Draft MOU prepared and being reviewed to complete digitizing the middle and elementary school attendance areas. A letter has been sent from DPSS to LA Unified School District requesting the digitized file of elementary schools and middle schools in their district. No work can proceed without the signed MOU. A presentation is being developed for DPSS's LTFSS Committee to demonstrate the use of school attendance areas in their planning process. Zarifian/Campbell
8	CENSUS SUPPORT: Answer Census-related and demography-related questions from County agencies, cities, and the public.	Produced Census reports for various clients from the PL94 data; have received the SF-1 file from the Bureau and loaded the 5 GB; and writing the software to read the SF-1 file. Fonda-Bonardi

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9	BOARD OF SUPERVISORS REDISTRICTING: Project to create GIS system and supporting demographic, Census tract, electoral (voting) and financial data for April 2001 redistricting of Supervisorial Districts.	Additional work was completed during the period to analyze the proposed plan against the original Garza Plan, and create graphics to be sent as part of the submission to Justice Department for their approval. Bannister
10	ECONOMIC DATABASE DEVELOPMENT: Project to create demographic, employment, and economic change (growth) database for Los Angeles County and the Southern California Region.	A proposal was made to the SCAG to prepare employment estimates at a Census Tract level for the six counties that SCAG serves. SCAG has provided a letter of intent and a preliminary budget of \$65,000, Urban Research will need to recruit and hire a staff economist to assist in the analysis of this data. Bannister

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Evaluation Services:		
ID	PROJECT	STATUS
1	<p>LONG-TERM FAMILY SELF-SUFFICIENCY (LTFSS) EVALUATION: Evaluate the contribution of the LTFSS Plan as a whole and its 46 subsidiary projects in helping CalWORKS and other low-income families in Los Angeles County achieve long-term family self-sufficiency. Project deliverables are:</p> <ul style="list-style-type: none"> • Evaluation Design - 09/30/01 • Board Approval of Design, Implementation Plan, and MOU - 12/05/00 • Complete Request for Proposal and Board Approval of Contract - 04/17/01 <p>Countywide Project Deliverables</p> <ul style="list-style-type: none"> • Indicator and Data Source Document - 07/20/01 • Baseline and Story Behind Baseline Document - 10/01/01 • Utility of the Service Delivery and Planning Framework - 12/06/01 • Countywide Evaluation Report - 02/28/02 <p>Project Deliverables for projects implemented prior to 12/05/00*</p> <ul style="list-style-type: none"> • Confirmation of Logic Model - 03/05/01 • Confirmation of Performance Measures - 03/30/01 • Data Sources Document - 05/31/01 • Baseline Data Collection and Storytelling - 07/31/01 • First Semi-Annual Project Evaluation Report - 10/31/01* 	<p>On August 9, 2001, 56 people participated in our second evaluation training workshop on data collection techniques and issues. Fifty-three percent (53%) of attendees rated the workshop as Outstanding or Above Average.</p> <ul style="list-style-type: none"> • In accordance with the Evaluation Design, the LTFSS Evaluation Workgroup approved the Indicators, Data Sources, and Geographical Units of Analysis report prepared by RAND for the Countywide Evaluation, as well as, its Executive Summary prepared by the LTFSS ESU on August 22, 2001. These documents have been forwarded to the Department of Public Social Services. <p>RAND is currently interviewing individuals who participated in the planning and implementation of the LTFSS Plan to assess the utility of the LTFSS planning and implementation framework.</p> <p>LTFSS Evaluation Services Unit (ESU) Staff assessed Lead County Agencies (LCA) information systems to determine their capacity to support required evaluation components. Recommendations for departmental systems enhancement were distributed to the respective LTFSS Departmental Coordinator. Since June 4, 2001, the LTFSS Evaluation Panel has reviewed LTFSS project deliverables for 12 projects. Supplemental evaluation resources in the amount of \$31,625 have been allocated to projects. Recommendations for dedicated staff are being developed based on survey results that estimate LTFSS Project's need for data maintained by DPSS.</p> <p>The ESU is working with ISD to develop a comprehensive plan for converting Youth Jobs Access database to a Web page that will facilitate fast and accurate processing of data for the project's evaluation. This model will be an example for other LTFSS projects. Webber-Christmas</p>

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2	CalWORKs PERFORMANCE MONITORING AND EVALUATION: Evaluate and monitor performance of local implementation of CalWORKs relative to reducing dependence of needy parents on government benefits by promoting job preparation, work, and marriage. <ul style="list-style-type: none"> • MOU between CAO and DPSS executed - 01/23/01 • Prepare final draft of Community Impacts report - 4/20/01 • Develop RFP - 03/15/01 • Release RFP for clearance by County Counsel, Risk Management, DPSS and Auditor-Controller - 03/30/01 • Re-release request for proposals - 05/07/01 • Re-release request for proposals – 11/09/01 • Evaluate bids and select contractor – 01/29/02 • Execution of contracts – 04/15/02 	<p>The RFP of 05/07/01 have been split into two sections for a second round of bid solicitation targeted for release in mid October.</p> <p>On 07/16/01, new LEADER data from DPSS was received covering all months through April 2001. On the same date, we also received all GAIN and legacy data starting from September 2000 thru April 2001. Data look-up tables were requested on 08/28/01 for LEADER and GEARS data.</p> <p>CDSS has approved request for the acquisition of MEDS and EDD datasets.</p> <p>A draft of the First Community Impacts report is being finalized. The initial planning for the second Welfare-to-Work report is in progress. Past reports have been reviewed and a development of a detailed outline is also in progress. The outline has identified key areas of exploration for data analysis and procedures. The data sources have been established and the team is in the process of getting themselves familiar with the data in hand. Data runs and analysis have been defined and are in the final stages of approval among the team members.</p> <p>An extensive literature review of the CalWORKS reform program has been conducted and shared with the team members. The Literature Review is being used to develop the outline for the Welfare-To-Work report #2. Based on the outline and identification of key areas of data exploration and analysis, training sessions for using SAS and MPLUS statistical software packages have been requested for individual team members.</p>
3	RAND LOS ANGELES FAMILY AND NEIGHBORHOOD SURVEY (L.A.FANS): As part of an agreement with the RAND Corporation approved by the Board on 06/13/00, RAND will survey 500 CalWORKs families for use in the Evaluation of CalWORKs.	Moreno RAND experienced significant delay in completing fieldwork for L.A.FANS survey. RAND's contract expired on June 30, 2001. Additional need for services is under consideration. Moreno

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4	WELFARE-TO-WORK TRANSPORTATION PLAN: Provide consulting services based on transportation needs assessment of CalWORKs participants for Phase II of the Welfare-to-Work Transportation Plan.	During this quarter, technical consulting services are being provided to the Valley Care Community Consortium Transportation Committee to prototype the use of TransStar in Service Planning Area 1. A transportation utilization survey for this project is being developed. Moreno
5	REAUTHORIZATION OF TANF: Work with DPSS to provide research and evaluation support to strengthen the County's case to continue funding the TANF block grant beyond 09/30/02.	No activities during this period. Moreno
Support and Coordinate Collaborative Policy Development Initiatives:		
1	5/16/00 BOARD MOTION: Report to the Board with information on policies recommended by County committees/commissions to County departments relating to children's issues. The report will identify areas of overlap and those groups who have worked, or are working, on issues related to children and families. • Submit Report to Board - 09/13/00.	Committee/commission representatives are again being contacted to update information received in the first survey and to update all contact information. This information will assist with evaluating the need for coordination and/or collective strategic planning. Williams/Betts-Turner
2	NEW DIRECTIONS TASK FORCE (NDTF): Created for the purpose of reviewing the current structure of the County's service delivery system with the goal of designing a seamless social services delivery model that maximizes Federal, State, and local revenue; and to keep the Board apprised of initiatives and developments as they occur (Knabe, 06/17/97) NEW DIRECTIONS TASK FORCE (NDTF).	Reviewed and approved the Service Integration Action Plan Performance Measures and Workgroup status reports. Pineda/Castillo
3	NDTF SPECIAL NEEDS HOUSING ALLIANCE (HOUSING ALLIANCE) The Housing Alliance was created on June 12, 2001 to provide an ongoing forum for County departments, service providers, housing agencies, developers, and other stakeholders to meet, learn, and plan together, and serve as a conduit and catalyst to bring housing and program interests together in Los Angeles County for proactively securing funding for special needs housing. Creation of the Housing Alliance will occur in two phases.	The Housing Alliance was convened on 8/27/01 with representation from the following departments/agencies: DPSS, DMH, DCFS, Probation, CDC, and CAO. On 9/13/01, Alliance members met to discuss current and future housing projects that their department/agency is working on, and to begin discussing commonly identified needs. Special attention was given to population-based needs and the magnitude of each need for each of the departments/agencies. The next Alliance meeting has been scheduled for 10/2/01 to continue the discussion around common needs and to develop recommendations that will be presented to the NDTF in October. Pineda/Castillo

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4	NDTF FAITH-BASED ORGANIZATIONS COLLABORATION COUNCIL (FBOCC) The FBOCC was created on April 11, 2000 to further collaboration between FBOs and Los Angeles County health and human services departments, with the goal of increasing opportunities for families in Los Angeles County to become self-sufficient.	<p>The FBOCC met on 8/7/01 to establish priorities to guide its work over the next nine months. They following priorities were identified:</p> <ul style="list-style-type: none"> • Develop Informational Materials/Guidelines on Charitable Choice (not to substitute State regulations); • Enhance community access to funding and technical assistance/training information (in collaboration with the Office of Small Business and its Web page); • Identify areas of collaboration between FBOCC and County departments/entities; • Collaborate with County departments/agencies to develop realistic channels of communication for programmatic/policy community input; • Develop an inventory of "successful" Charitable Choice collaborative models; and prepare a synopsis of lessons learned based on the information obtained via these models. <p>Pineda/Castillo</p>
5	INTERAGENCY OPERATIONS GROUP (IOG): Mission: The IOG will promote the County's vision for children and families by accelerating the implementation of, and generating solutions that will remove operational barriers to integrated services.	<p>In accordance with Goal V of the IOG work plan, a Barrier-Buster Protocol was developed to serve as an interagency problem solving mechanism that will help the IOG generate solutions to systemic operational barriers.</p> <p>A preliminary draft of the Protocol was developed by a work group and presented to the IOG for feedback on 8/14/01. A revised version of the Protocols will be presented to the IOG in October for further input and refinement.</p> <p>Pineda/Castillo</p>

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6	LOG PLANNING AND RESEARCH WORKGROUP: Identify opportunities to better coordinate County departmental planning processes that involve community input or participation.	An ad hoc workgroup met to discuss the Community-Based Planning Survey and develop a strategy to enhance community-based planning conducted by LOG member agencies. A Community-Based Planning Protocol has been developed to identify opportunities to coordinate the County's community-based planning and improve communication with the Children's Planning Council, and the Service Planning Area/American Indian Children's (SPA/AIC) Planning Councils regarding their participation in the County's planning efforts. Protocol will be presented for approval to the LOG in October and the NDTF in November. Pineda/Castillo
7	LOG FUNDING FOR SERVICES WORKGROUPS: – Develop knowledge and identify opportunities for leveraging funding across service delivery systems.	<ul style="list-style-type: none"> • GOAL I. Identify funding streams in each department/agency. • GOAL II. Compile/harvest lessons learned in successful projects, which have maximized funding by leveraging funds to enhance/expand the program. • GOAL III. Identify opportunities to match/leverage funds between departments/agencies, as well as using outside funds such as Prop. 10 Federal/foundation funds and grants. • GOAL IV. Develop guidelines for interagency funding. <p>The California Resource Matrix is a tool detailing the relationship between client related expenditures (programs/services) and Federal, State and County funding sources (including eligibility criteria). The Matrix functions in concert with the above mentioned survey by providing an at a glance summary to identify opportunities for integrated, flexible program funding. Pending approval in October, the Survey and Matrix will be distributed to all County agencies administering health and human service funds.</p> <p>A consultant has been retained to help the subcommittee design and implement a series of focus groups. Participants will include County Departments/agencies and community providers who will identify fiscal and programmatic barriers/opportunities related to integrated, flexible program funding. Pineda/Castillo</p>

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8	IOG COMMUNITY RELATIONS WORKGROUP: Strengthen relations between the IOG and community-at-large (SPA/AIC Councils, Departmental Representatives, Conveners, etc.).	Committee is currently "dormant," pending the implementation of activities outlined in the IOG work plan. Pineda/Castillo
9	IOG SCHOOL-BASED LINKAGES COMMITTEE (SBLC): Pursue opportunities to enhance relationships between public schools and County agencies.	IOG will be retaining the services of Pedro Noguera (Professor, Harvard Graduate School of Education) to serve as the keynote speaker to frame the issues and kick-off the implementation of a comprehensive school-based linkages strategy. Meetings have been held to amend the work plan, based on Goal III-F, and its related activities. Future activities include drafting a budget and beginning implementation of work plan activities, such as: itemizing a representative sample of major projects/initiatives between public schools and County agencies, documenting lessons learned and identifying barriers to systemic implementation. Work plan/budget will be presented to the IOG in October for approval. Pineda/Castillo
10	CONFIDENTIALITY OPINION: On 09/12/00, NDTF asked SIB to convene an interagency workgroup of representatives of NDTF agencies and County Counsel to address confidentiality issues to achieve the Board's vision of a seamless services delivery system. On 09/26/00, a formal request was sent to County Counsel.	County Counsel's formal opinion was received on 05/15/01. The opinion stated that there is no legal prohibition to share aggregate data; the sharing of some case and service data may be possible through a combination of signed releases and court orders; and State and Federal legislation would be necessary to share data to the full extent that is desired. The opinion will help departments and collaboratives develop strategies for determining the actions to take when they require data from multiple departments/agencies. The Service Integration Action Plan Data/Information Sharing Workgroup as well as others are reviewing the opinion PROJECT IS COMPLETED. Nuñez Fujii

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Assist County Departments Integrate Service Delivery Systems:

ID	PROJECT	STATUS
1	CHILDREN AND FAMILY PROGRAMS: Conduct inventory of existing programs and services to determine possible duplication, overlaps, and gaps.	The inventory was presented to CPC to be used as a possible planning tool. CAO SIB and BOMB, CPC, and IOG are using the inventory as a planning tool while working on the restructuring of the Children's Budget in alignment with Goal 5 of the County Strategic Plan. Williams
2	JURY ONE-STEP SUMMONSING SYSTEM: Complete the conversion of 29 of the 35 County courts to the One-Day, One-Trial (ODOT) jury system. <ul style="list-style-type: none"> • By 03/01/01, results on the ODOT Financial Hardship Study will be presented. • By 04/01/01, a study and its finding on jury yield, mileage traveled. • By 04/01/01, eight more courts will be added to the ODOT System. • By 06/01/01, a second analysis on the jury yield, mileage, and demographics. • By 09/01/01, five more courts will be added to the ODOT System. 	Completed the implementation of Santa Monica Court in September of 2001. West LA and Culver City locations will be completed by October of 2001. 32 out 35 courts are now under the new One-Trial system. In August of 2001, the Presiding Judge ordered the start of a sanction program for the new One-Trial system. The program is designed to punish jurors who fail to respond to their summons. Meetings have been held with Superior Court to define the program specifications. The Sanction Program is being set up and tested for implementation on December 1, 2001. Doan
3	JURY RESEARCH AND EVALUATION: Participate in an evaluation study to assess the impact of implementing ODOT in the County.	SIB staff worked with the team of consultants put together by Superior Court to conduct feasibility study to implement a One-Day One-Trial system in LA County. All requested demographic data for the completion of this study has been provided. Juror, Summons, and service data have been extracted and forwarded to Rand to test the model. During April, travel time data by Transportation Analysis Zones and demographic data were compiled for use in the One-Day One-Trial study. A preliminary partial draft from the Rand Corporation has been presented to the Superior Court on August 21, 2001, and Urban Research provided feedback on comments on the draft report. Doan/Moreno

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ID	PROJECT	STATUS
4	CALIFORNIA CHILDREN SERVICES/MEDS MONTHLY EXTRACT-MATCHING: Update special program of eligibility status codes.	Ongoing monthly process to match CCS patients to MEDS. Completed the July of 2001. Chen
Revenue Recovery:		
1	DMH MEDI-CAL MATCH COLLECTION: Identify revenue recovery opportunities for unbilled accounts.	Ongoing monthly process to match the DMH unbilled accounts of patients against the State's MEDS file; \$917,293.38 collected in May and \$196,863.10 collected in June 2001; \$4,533 million collected year-to-date in FY 2000-2001. Chen
2	DHS MEDI-CAL MATCH COLLECTION: Implement new Name-Matching procedures on Medi-Cal delinquent accounts.	Ongoing monthly process to match DHS delinquent accounts of patients against the State's Medi-Cal Eligibility History file; \$18,350.74 collected in May and \$8,552.81 collected in June, 2001; \$389,767.40 collected year-to-date in FY 2000-2001. Chen
3	STATE BOARD OF EQUALIZATION (SBE) AUDITING: An ongoing project to geocode company addresses to establish legal location that allows the County to audit the State Board of Equalization (SBE) for misallocated sales and use tax revenues.	Quarterly geocoding of business addresses to recover misallocated sales tax revenues completed for FY 2000-01. Revenue recovered to date—\$1.44 million; First quarter 2001 data is currently being processed, and we are estimating that \$637,246.84 will be collect during the this quarter. Mehrtash

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Child Care Issues:

ID	PROJECT	STATUS
1	CHILD CARE PLANNING COMMITTEE: Charged with implementing the local child care planning mandates of the Education Code, Sections 8499-8499.7. The legislation establishing this section of the Code states that "local child care and development planning councils shall provide a forum for the identification of local priorities child care, and the development of policies to meet the needs identified within those priorities." There are 14 specific tasks outlined in the Education Code. The mission of the Committee is to engage parents, child care providers, allied organizations, community, and public agencies in collaborative planning efforts to improve the overall child care infrastructure of Los Angeles County, including the quality and continuity, affordability, and accessibility of child care and development services for all families.	The Board of Supervisors approved a contract with the California Department of Education (CDE) to operationalize the "Investing in Early Educators Program." This \$5,009,450 program is intended to improve the retention of qualified teaching staff in CDE-funded child care and development centers. The "Investing in Early Educators Program" will include a stipend program for eligible teaching staff and a management training component for Site Supervisors and Program Directors. The Committee conducted its annual membership recruitment in the spring and will be bringing its proposed membership roster to the Board of Supervisors and the Superintendent of Schools in October 2001.
2	POLICY ROUNDTABLE FOR CHILD CARE: Support the creation of the Policy Roundtable and establish the Office of Child Care within the CAO Service Integration Branch. The Board of Supervisors has confirmed Twenty (20) members to the Roundtable; one member remains to be appointed.	Malaske-Samu The Roundtable held a full-day retreat on 7/24/01, and examined how they can impact the supply, quality, and affordability of child care services in Los Angeles County. Five (5) priority areas were identified, with an emphasis on County actions related to child care supply, quality, and affordability.
3	FIRST SUPERVISORIAL DISCRETIONARY FUNDS: Supervisor Molina has targeted \$950,000 of her discretionary funds for child care providers to expand their capacity to serve children aged 0 to 2 years.	Malaske-Samu Supervisor Molina held an award ceremony at a child care provider's home on 10/16/00. All 20 funded providers attended the event. All providers signed contracts and the Auditor-Controller has issued checks. PROJECT IS COMPLETED Nunez

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4	THIRD DISTRICT VAN NUYS CIVIC CENTER CHILD CARE CENTER: Identify host departments and facilitate development and implementation of operator contract.	Office of Child Care staff is exploring how, given recent structural changes, an effective partnership can be developed with the Superior Court on this project. Malaske-Samu
5	EMPLOYEE CHILD CARE STRATEGIC PLAN: Implement actions to enhance the availability of child care for County employees including enhanced information awareness and needs assessment. The Child Care Task Force that contributed to the strategic plan for employee child care services merged with the Child Care Committee negotiated by SEIU 600. This new Labor-Management Child Care Task Force includes union, department, and Board office representatives.	The Task Force provided input on implementing the strategic plan, including finalizing a new employee child care brochure, text for an Intranet Web site on child care, and a geographic analysis to identify areas of high need for employee child care services. The Task Force is now considering health information resources for employees. Malaske-Samu
Community of Care Project:		
1	MACLAUREN CHILDREN'S CENTER (MCC) MANAGEMENT STRUCTURE ENHANCEMENTS: Develop and implement new organizational design and management report to achieve Board Ordinance for integrated service delivery.	A new Operational Agreement has been developed and executed to further improve operations at MCC. Torres
2	INTERAGENCY CHILDREN'S SERVICES CONSORTIUM: Implement Wraparound approach for providing community-based services and represent CAO.	RFP Wraparound Phase II evaluation results where completed as scheduled on June 29, 2001 and were presented to the Consortium at their July 3, 2001 Consortium meeting. Negotiations with Proposers began on schedule and are expected to conclude by October 30, 2001. Contract awards previously expected to begin 09/01, are now projected for mid-October contingent on Board approval. Two Wraparound workshops were developed and initiated to give Proposers additional insight on Wraparound budget criteria and program implementation. A master training schedule for new Wraparound agencies is in development to support Wraparound Ramp-up. The CAU is developing a newsletter to use as a communication tool for Wraparound. Talamantes

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SIB Operational Issues:

ID	PROJECT	STATUS
1	STAFFING ISSUES: Fill SIB positions and secure needed space and training. Awards submission, one for California State Association of Counties (CSAC) and one for Productivity and Quality Awards Program.	Filled five positions, one for the Office of Child Care, one for CalWORKs Unit, one for Urban Research Unit, one for Administrative Support Services Unit and one for LTFSS. Remaining vacant positions to be filled include two for the Office of Child Care, one for LTFSS, and one for CalWORKS research evaluation and four for Urban Research positions. Training has been scheduled for Microsoft WORD, Microsoft Project, SAS, and Access. Medina
2	INTERNAL INFORMATION TECHNOLOGY: <ul style="list-style-type: none"> • Implement master calendar in GroupWise -10/26/00 • Developed Management Assignment Tracking System (MATS) application - 2/15/01 • SIB shared drive - 1/8/01. 	The Management Assignment Tracking System (MATS) was redesigned to enhance the security access and functionality. The changes to the system were implemented on 09/07/01. Due to high priority and unanticipated assignments/projects such as Branch's software and hardware inventory, participation in the Service Integration Action Plan Data/Information sharing committee, troubleshooting storage capacity problems of Urban Research's Sun Server, etc., migration to the new server has been postponed. Currently working with the CAO/Management Information Systems (CAO/MIS) to identify and acquire appropriate computer room furniture to optimize space and meet current and future hardware installation requirements for SIB and CAO/MIS. Gonzales/Aldana/Truong
3	CENTRALIZED DOCUMENT TRACKING SYSTEM: Create a centralized filing system to track project documentation for SIB which provides accessibility for SIB staff and County auditors.	In May 2001, monthly stats were collected from all SIB staff project leads in the following areas: number of presentations made, number of meetings chaired or attended by SIB staff, number of Board Letters/Memos/Motions submitted for the project and number of analyses, reports and recommendations prepared by SIB staff. Williams/Betts-Turner